

Bankruptcy Rules



Local Bankruptcy Rules

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LOCAL BANKRUPTCY RULES ("LBR")

[LBR 1001-1. Rules and Forms.](#)

The [Rules of Bankruptcy Procedure](#) adopted by the Supreme Court of the United States, as amended by deleting Part VIII (Appeals to District Court or Bankruptcy Appellate Panel), and the General Rules of the District Court of Guam which are not inconsistent with the Rules of Bankruptcy Procedure, are adopted as the Bankruptcy Rules for the District Court of Guam, Bankruptcy Division. In bankruptcy adversary proceedings, the parties are directed to the Local Civil Rules ("LR").

The Official Bankruptcy Forms prescribed by the Judicial Conference of the United States shall be observed and used with alterations as may be appropriate. Forms may be combined and their contents rearranged to permit economies in their use.

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[LBR 1002-1. Bankruptcy Division.](#)

All petitions in Bankruptcy shall be filed in the District Court of Guam, Bankruptcy Division.

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LBR 1007-1. Master Mailing Matrix.

(a) In addition to an original, two legible conformed copies of all bankruptcy petitions and all other bankruptcy documents, except certificates of service, summons, subpoenas, and notices of deposition, are required to be filed with the Court in bankruptcy cases.

(b) The requirements for all creditor's matrices shall be as follows:

(1) General Requirements. The debtor shall file concurrently with the petition a Master Mailing Matrix with the names, mailing addresses and zip codes of all creditors listed on Schedules D, E, and F -- List of Creditors. The Master Mailing Matrix shall be prepared in accordance with instructions and specifications set forth below.

(2) Partnerships and Corporations. If the debtor is a partnership or corporation, the Master Mailing Matrix shall also include the name and addresses of all general partners or senior corporate officers. Either as part of the Master Mailing Matrix or as a separate "Equity Security Holders Mailing Matrix," there shall also be provided the names and addresses of all limited partners, shareholders, or other equity holders. The Equity Security Holders Mailing Matrix must comply with the format requirements of subsection (c) below.

(3) Debtor's Obligation to Assure Accuracy. It shall be the responsibility of the debtor or such other person as the Court may order to ensure that the schedules, Master Mailing Matrix, and Equity Security Holders Mailing Matrix are complete and correct. The Master Mailing Matrix and Equity Security Holders Mailing Matrix shall be accompanied by the debtor or debtor's counsel attesting to the completeness and correctness of the Matrix (Verification of Master Mailing Matrix/Verification of Equity Security Holders Mailing Matrix). The Clerk's Office shall not be required to compare the names and addresses shown on the Master Mailing Matrix or Equity Security Holders Mailing Matrix with those on the petition.

(c) The mailing matrices for new bankruptcy petitions must be submitted in the following format:

(1) Typed in black ink only on copies of the attached blank matrix form or on blank, unlined, standard white 8½" x 11" bond paper placed over the attached blank matrix form. (See Attachment "LBR 1007-1A".)

(2) No name/address block can contain more than 4 lines and each name/address block must fit completely in the boxes designated on the attached matrix form. (See Attachment "LBR 1007-1B" sample.)

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LBR 8001-1. Appeals to Ninth Circuit Court of Appeals.

The Ninth Circuit Court of Appeals has jurisdiction of appeals from all final decisions of the District Court of Guam, Bankruptcy Division pursuant to Title 28, U.S.C. § 1291.

Appeals from the District Court of Guam, Bankruptcy Division shall be taken by filing a notice of appeal with the Bankruptcy Clerk of the District Court of Guam within the time allowed by Rule 4(a) of the Federal Rules of Appellate Procedure.

Appeals from the District Court of Guam, Bankruptcy Division to the Ninth Circuit Court of Appeals shall be governed by the Federal Rules of Appellate Procedure and the Rules of the United States Court of Appeals

for the Ninth Circuit.

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